

ANNUAL COUNCIL MEETING 16th May 2007

AGENDA

Open to Press and Public

1. **PRAYERS**

Prayers to be said by the Reverend Hugh Burton, Saint George's Parish Team, Kidderminster.

2. **ELECTION OF CHAIRMAN**

To elect a Chairman of the Council for the ensuing Municipal Year.

3. **CHAIRMAN – INVESTITURE AND DECLARATION OF ACCEPTANCE OF OFFICE**

To invest the Chairman of the Council with the Chain of Office after which the Chairman will make his or her Declaration of Acceptance of Office.

4. **CHAIRMAN'S RESPONSE**

The Chairman of the Council will express thanks for his or her election.

5. **RETIRING CHAIRMAN**

To thank the retiring Chairman of the Council.

6. **RETIRING CHAIRMAN AND CONSORT – PRESENTATION OF BADGES**

To present the retiring Chairman of the Council with a Past Chairman's Badge and his Consort with a Past Chairman's Consort's Badge. The retiring Chairman may wish to respond.

7. **APPOINTMENT OF VICE-CHAIRMAN**

To appoint a Vice-Chairman of the Council for the ensuing Municipal Year.

8. **VICE-CHAIRMAN – INVESTITURE AND DECLARATION OF ACCEPTANCE OF OFFICE**

To invest the Vice-Chairman of the Council with his or her Badge of Office after which the Vice-Chairman to make a Declaration of Acceptance of Office.

9. **VICE-CHAIRMAN'S RESPONSE**

The Vice-Chairman of the Council to express his or her thanks for his or her appointment.

10. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

11. **DECLARATIONS OF INTEREST**

In accordance with the Code of Conduct, to invite Members to declare the existence and nature of any personal or personal and prejudicial interests in the following agenda items. Members should indicate the action they will be taking when the item is considered.

Members are also invited to make any declaration in relation to Section 106 of the Local Government Finance Act 1992.

(See guidance note on first page.)

12. **MINUTES**

To approve as a correct record the minutes of the meeting held on 28th February 2007. (Attached)

[Council Minutes - 28-02-07](#)

13. **PUBLIC PARTICIPATION**

In accordance with the Council's Scheme for Public Speaking at Meetings of Full Council, to allow members of the public to present petitions, ask questions, or make statements, details of which have been received by 9 am, Monday 14th May 2007. (See front cover for contact details.)

14. **QUESTIONS**

To receive questions submitted in accordance with Standing Order A5 by Members of the Council, details of which have been received by 9 am, Monday 14th May 2007 and the replies of the Leader of the Council, or appropriate Cabinet Members.

15. **CHAIRMAN'S COMMUNICATIONS**

a) To note the engagements of the outgoing Chairman of the Council since the Council's last meeting. (Attached)

Engagements of Chairman

- b) To receive such communications as the new Chairman of the Council may desire to lay before the Council.

16. **POLITICAL MANAGEMENT AND COMMITTEE STRUCTURE 2007/2008**

- a) To appoint a Leader of the Council and a Deputy Leader of the Council for the ensuing Municipal Year.
- b) To receive details from the Leader of the appointment of the Cabinet.
(To follow or to be tabled at the meeting)
- c) To consider the proposed political management structure for 2007/2008, including a report from the Chief Executive on proposed new scrutiny arrangements. (To follow or to be tabled at the meeting)
- d) To constitute committees for the ensuing municipal year and to approve their Terms of Reference. (Standing Order B1). (To follow or to be tabled at the meeting)
- e) In accordance with the provisions of the Local Government and Housing Act 1989:-
- i. To determine the allocation of seats to the different political groups on committees. (Proposals to follow or to be tabled at the meeting)
 - ii. To appoint Members to serve on committees and to appoint substitutes for the ensuing municipal year (Standing Orders, B1 and C11). (Proposals to follow or to be tabled at the meeting)
- f) To appoint Chairmen and Vice-Chairmen of committees for the ensuing municipal year (Standing Order B6(1)). (Proposals to follow or to be tabled at the meeting)

17. **CALENDAR OF MEETINGS 2007/2008**

To approve a calendar of meetings for the ensuing municipal year, taking account of the decisions taken at agenda item 16 above. (To follow or to be tabled at the meeting)

18. **POLICY AND BUDGET FRAMEWORK – MATTERS WHICH REQUIRE A DECISION BY COUNCIL**

- a) **Recommendations from the Cabinet 21st December 2006** (Attached)
- Decriminalisation of Parking Enforcement – Formal Resolutions

[Recommendation from Cabinet 21-12-07](#)

[Decriminalisation Parking](#)

b) Recommendations from the Cabinet 22nd March 2007 (Attached)

- Developing a Project Management Framework

[Recommendation from Cabinet 22.03.07](#)

[Developing a Project Management Framework](#)

c) Recommendations from the Cabinet 26th April 2007 (Attached)

- Revised Partnerships Framework
- Customer Services Strategy
- Planning Applications - Revised Scheme of Delegations and Revisions to Development Control Practice Notes
- Health Act 2006 - (Smoking Regulations) - Delegated Powers
- The Staffordshire and Worcestershire Canal Conservation Area - Results of Consultation on Proposed Boundary Amendments, Conservation Area Appraisal and Management Proposals

[Recommendation from Cabinet 26-04-07](#)

[Revised Partnerships Framework](#)

[Appendix A Revised Partnerships](#)

[Appendix B Revised Partnership Framework](#)

[Customer Services Strategy Report](#)

[Customer Services Strategy](#)

[Cab 26 4 07 Revised Scheme of Delegation](#)

[Cab 26 4 07 APPENDIX 1 Scheme of Delegation](#)

[Delegated Powers Health Act 2006](#)

[Staffordshire and Worcestershire Canal](#)

[Staffordshire and Worcestershire Canal Appendix 1](#)

Copies of the reports and associated documents, referred to in the above section, have been circulated to Members electronically and posted on the Council's website under Meetings Diary at:
<http://www.wyreforest.gov.uk/council/meetings/main.htm>
 Public inspection copies are available on request. (See front cover for contact details)

19. **MOTIONS - STANDING ORDER NO. D1 (7)**

No motions have been received in accordance with Standing Order No. D1 (7).

20. **URGENT MOTIONS SUBMITTED UNDER STANDING ORDER NO. D1 (7)**

To consider any motions in the order in which they have been received which, by reason of special circumstances, should be considered as a matter of urgency, in accordance with Standing Order No. D1(7).

21. **MEMBERS' ANNUAL ACTIVITY REPORTS**

To consider Members' annual reports giving details of their activities in their role as District Councillors for the 2006/07 municipal year. (Attached)

[Members Activity Reports Index](#)

[Members Activity Reports](#)

22. **MEMBERS' ATTENDANCE 2006/2007**

To receive a record of Members' attendance at Council, Cabinet, Committees, Panels and other meetings for the 2006/2007 municipal year in accordance with Standing Order No.C5 (3). (Attached)

[Members Attendance List 16.5.07](#)

23. **THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) ORDER 2007 (STATUTORY INSTRUMENT 2007 NO. 1159)**

To consider a report from the Monitoring Officer on the adoption of a revised Code of Conduct that was laid before Parliament on 4th April 2007 and came into force on 3rd May 2007. (Attached)

[Code of Conduct](#)

[Code of Conduct Appendix](#)

24. **APPOINTMENT OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS 2007/2008**

To appoint/nominate representatives to serve on outside organisations as set out in the schedule. (Attached)

If you are aware of any organisation on this list which is no longer in existence, or where the details have changed, please inform the Committee Section before the meeting (See front cover for contact details).

[Rep OS Bodies 16.5.07](#)

25. **EXCLUSION OF THE PRESS AND PUBLIC**

To consider passing the following resolution to exclude the press and public from the meeting during consideration of an item containing “exempt” information:

“DECISION:

Under Section 100A(4) of the Local Government Act, 1972, the press and public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of “exempt information” as defined in paragraphs 2 and 6 of Part 1 of Schedule 12A of the Act.”

PART 2

Not Open to Press and Public

26. **MINUTES**

To approve as a correct record the exempt minutes of the meeting held on 28th February 2007. (Attached)

[Council Minutes](#)

27. **POLICY AND BUDGET FRAMEWORK – MATTER WHICH REQUIRES A DECISION BY COUNCIL**

Recommendation from the Cabinet 22nd March 2007 (Attached)

- Land At Bridge Street, Stourport-on-Severn

[Exempt Recommendations from Cabinet 22-03-07](#)

[Compulsory Purchase Powers 23-24 Bridge Street Stourport](#)

TO: ALL MEMBERS OF WYRE FOREST DISTRICT COUNCIL